Interface document for use with Activity 3

Queries

(a) Query 1

Add a ***design view*** screenprint of this query

Add a ***datasheet view*** screenprint of this query

Ensure the detail can be seen in full

(b) Query 2

Add a ***design view*** screenprint of this query

Add a ***datasheet view*** screenprint of this query

Ensure the detail can be seen in full

Report

(c) Report in database

Add a ***design view*** screenprint of the report

Ensure the detail of any calculations etc can be seen in full

If applicable add ***design view*** and ***datasheet view*** screenprints of any queries the report uses

(d) Report exported as PDF

Ensure you have also saved a pdf version of the database report